



LOS ANGELES COUNTY POLICE

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 375
LOS ANGELES, CALIFORNIA 90012
(213) 974-1120 FAX (213) 620-7141



"Dedicated to the Community We Serve"

MARGARET A. YORK
CHIEF OF POLICE

December 16, 2008

The Honorable Board of Supervisors
County of Los Angeles
Kenneth Hahn Hall of Administration
500 West Temple Street, Room 383
Los Angeles, CA 90012

Dear Supervisors:

**INCREASE AUTHORITY DELEGATED TO CHIEF, OFFICE OF PUBLIC SAFETY, TO
AMEND CONTRACT 76436
WITH INTERNATIONAL SERVICES, INC., FOR
UNFORESEEN SECURITY REQUIREMENTS IN SERVICE PROVISION AREA
THREE
(First District) (3-VOTES)**

SUBJECT:

Increase the authority delegated to the Chief, Office of Public Safety (Chief), to amend Contract Number 76436 with International Services, Inc., in an amount not to exceed fifteen (15) percent of the contract amount, if necessary to provide for unforeseen service level increases in Service Provision Area Three.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Increase the authority delegated to the Chief, Office of Public Safety, to amend Contract Number 76436 in an amount not to exceed fifteen (15) percent of the contract amount, if necessary, to provide for additional services and/or emergent security requirements, as they may arise in Service Provision Area Three for the first contract year.

Administrative Services Bureau
13001 Dahlia Street
Downey, CA 90242-4100
Phone (562) 940-8379
Fax (562) 803-4137

Facilities Services Bureau
320 West Temple Street
Hall of Records, Room B-75
Los Angeles, CA 90012-3220
Phone (213) 974-9602
Fax (213) 617-2143

Health Services Bureau
13001 Dahlia Street
Downey, CA 90242-4100
Phone (562) 940-8352
Fax (562) 803-0013

Parks Services Bureau
2101 N. Highland Avenue
Bungalow D
Los Angeles, CA 90068-3240
Phone (323) 845-0070
Fax (323) 882-8209

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

On January 8, 2008, your Board of Supervisors approved the Contract Number 76436 (Contract) with International Services, Inc., to provide the County with security guard services in Service Provision Area Three at a contract cost of \$1,685,303 for the first year. The Contract authorized the Chief to amend the contract annually in an amount not to exceed ten (10) percent.

The Chief has exercised a portion of her authority amending the contract to \$1,769,568 for additional services, which is five (5) percent of the Chief's authority. An increase of five (5) percent, for total amendment authority of fifteen (15) percent, is requested to replenish the Chief's authority, so that unforeseen and/or emergent requirements may be quickly addressed. An example of additional service requests that have arisen during the first nine months of the first contract year are intermittent requests for contract guard overtime at various Probation facilities to allow for sufficient security in the evening and on weekends, while Probation conducts their Drug Testing Program.

Provisions of additional guard services, such as these, have been required with as little as a one week's notice from the client department. The additional amendment authority, combined with the forecasted first contract year remaining balance, should provide sufficient amendment authority for the Chief to address unforeseen security requirements. Furthermore, if additional services are not requested by a client department, the Chief will not exercise this authority. The additional authority is only for the first contract year. The Chief's delegated authority will revert to ten (10) percent at the beginning of the second contract year.

IMPLEMENTATION OF STRATEGIC PLAN GOALS:

The proposed amendment will further the County's Strategic Plan Goal 1 (Service Excellence), Goal 4 (Fiscal Responsibility), and Goal 8 (Public Safety) through the provision of quality armed and unarmed security guard services at a savings over County costs.

FISCAL IMPACT/FINANCING:

These services are funded through billings to the Facilities Services Bureau client County departments; Child Support Services Department, Department of Children and Family Services, Department of Public Social Services, Department of Mental Health, and Probation Department. The client departments must demonstrate that sufficient funds are budgeted for any new service requests through the provision of a departmental Service Order prior to initiation of any service increases. The Office of Public Safety's (OPS) FY 2008-09 Budget provides sufficient appropriation to fund additional services requested by client departments.

The authority delegated to the Chief to amend the contract amount has been depleted to a level which impacts OPS's ability to quickly address emergent requests for additional security services. Board approval is required authorizing the Chief to implement changes, which increase the contract amount up to an additional five (5) percent to be effective during the first contract year.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

The first year of the contract commenced February 1, 2008, and concludes on January 31, 2009. The Contract authorizes the Chief to approve contract cost changes up to ten (10) percent each contract year. The additional authority will provide the ability for the Chief to amend the contract in an amount not to exceed fifteen (15) percent during the first year. The Chief's amendment authority will revert to ten (10) percent at the beginning of the second year of the contract.

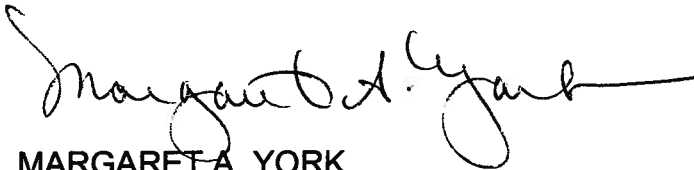
IMPACT ON CURRENT SERVICES:

The contract terms require International Services, Inc., to provide the security guards needed to address service level changes as required by the client departments. An increase in contract value will allow the contractor to provide uninterrupted services at the current contract rates.

CONCLUSION

It is requested that the Executive Office/Clerk of the Board return four certified copies of the minute order and the adopted, stamped Board Letter to the Office of Public Safety, Contract Division, 13001 Dahlia Street, Downey, California 90242.

Respectfully Submitted,



MARGARET A. YORK
Chief, Office of Public Safety

MAY:MM:mlr

c: County Counsel
Doyle Campbell